



COUNTY OF LOS ANGELES  
DEPARTMENT OF PARKS AND RECREATION  
*"Creating Community Through People, Parks and Programs"*  
Russ Guiney, Director

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July 7, 2009

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF SUPPLEMENTAL SALARY REQUEST  
(SUPERVISORIAL DISTRICT 5) (3 VOTES)**

**SUBJECT**

The Department of Parks and Recreation, on behalf of the California Arboretum Foundation, is requesting the authorization to make a supplemental salary payment up to \$52,935.68 annually to Mr. Richard Schulhof for the position of Executive Officer, Arboretum. The payment will be made by the California Arboretum Foundation.

**IT IS RECOMMENDED THAT YOUR BOARD:**

Authorize a monthly payment of \$3,577.97 plus an annual performance based bonus up to \$10,000, totaling up to \$52,935.68 annually to Mr. Richard Schulhof, Executive Officer, Arboretum by the California Arboretum Foundation, as supplement to his County salary, effective upon approval by your Board.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The California Arboretum Foundation (Foundation) has requested that the Board of Supervisors approve supplemental compensation package of \$52,935.68 for the Executive Officer, Arboretum of the Los Angeles County Arboretum & Botanic Garden (Arboretum). The annual compensation includes a performance based bonus of up to \$10,000. Mr. Richard Schulhof was selected for the Executive Officer position.

Mr. Richard Schulhof comes to the Los Angeles County Arboretum from serving as Deputy Director for the Arnold Arboretum, affiliated with Harvard University. Prior to the Arnold Arboretum, he held the Executive Director position with Descanso Gardens here in Los Angeles County. At the Arnold Arboretum, he was responsible for a 265 acre living collection, 50 staff and a \$6 million budget. He achieved national recognition for his work creating successful science education outreach programs in collaboration with the Boston Public Schools.

He also collaborated with trustees, staff, and volunteers during his work as Director of Descanso Gardens in expansion of earned income and donor support as well as science education programs with Los Angeles County public schools.

The Executive Officer's responsibilities include managing the overall operations of the Arboretum with a budget of \$3.5 million, and a staff of more than 53 personnel, as well as representing the County as the liaison to the Foundation. Additionally, the incumbent is responsible for providing oversight and direction in developing programs and fundraising activities benefiting the Arboretum, in collaboration with the Foundation and other organizations. The Executive Officer also represents the Arboretum before community groups, institutional and professional organizations, and individuals to discuss matters related to the mission and operation of the Arboretum.

### **Implementation of Strategic Plan Goals**

The implementation of this action is consistent with the County Strategic Plan Goals of Operational Effectiveness (Goal 1), by investing in management personnel at the qualified level and offering a wide range of services to the public that are both beneficial and responsive.

### **FISCAL IMPACT/FINANCING**

This action has no impact on the County General Fund.

California Arboretum Foundation will supplement the Executive Officer's regular salary in the amount of \$3,577.97 per month, or \$42,935.68 per year, plus an annual performance based bonus up to \$10,000.

### **Operating Budget Impact**

There is no impact to the Department's Operating Budget as the recommended actions will result in no net County cost.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Section 5.44.030 of the Los Angeles County Code (County Code) allows, upon approval from your Board, employees of the County to receive supplementary salary compensation from any association, nonprofit corporation, or organization for services rendered to the County or to said association. Consistent with County Code, a statement will be filed with the Auditor-Controller by the 30<sup>th</sup> of September of each year, disclosing the names of all employees receiving supplementary salaries and their respective amount of compensation.

County Counsel has reviewed and approved this action as to form.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

This action has no impact on current services or projects.

**CONCLUSION**

Please instruct the Executive Officer-Clerk of the Board to forward one adopted copy of this action to the Chief Executive Office, and two adopted copies to the Department of Parks and Recreation.

Respectfully submitted,



RUSS GUINEY  
Director

RG:DB:DW:st

c: Chief Executive Officer  
Acting County Counsel  
Executive Officer, Board of Supervisors